

BUILDING DEVELOPMENT COMMISSION

Minutes of January 19, 2016 Meeting

Jonathan Bahr opened the Building-Development Commission (BDC) meeting at 3:03 p.m. on Tuesday, January 19th 2016.

Present: Jonathan Bahr, Travis Haston, Rob Belisle, John Taylor, Chad Askew, Tom Brasse, Melanie Coyne, Hal Hester, Ben Simpson, Michael Stephenson, Wanda Towler and Rodney Kiser

Absent: Scott Shelton

1. MINUTES APPROVED

Tom Brasse made the motion to approve the minutes from the December 15th Building Development Commission Meeting, seconded by Hal Hester. Meeting minutes passed unanimously.

2. BDC MEMBER ISSUES & INDUSTRY ASSOCIATION ISSUES

- Travis Haston discussed the Suttle Avenue ribbon cutting saying he would like to have a brief marketing piece to share with industry members about our move and suggested the inclusion of a few pics taken during the ribbon cutting event.
- Michael Stephenson invited members to attend a multifamily discussion to be held at the offices of the GCAA on February 4th from 8:00 a.m. – 10:00 a.m.
- Tom Brasse discussed the new Chamber of Commerce representative asking when this seat will be filled. Jim Bartl said this position will be filled as soon as possible. The Department will reach out to the Chamber once again for recommendations.
- Hal Hester shared with Board Members that CPHCCA is currently partnering with CPCC to offer plumbing apprenticeship.

3. PUBLIC ATTENDEE ISSUES

No public attendee issues.

4. BDC BUDGET SUBCOMMITTEE WORK

Jim Bartl discussed the need for budget subcommittee volunteers. FY16 Budget Subcommittee volunteers were Jonathan Bahr, John Taylor, Travis Haston, and Tom Brasse. Jon Morris; former BDC Chair attended meeting #2 at the invitation of Jonathan Bahr, BDC Chairman. The current plan is to have three (3) meetings that will run about 2-3 hours long (11:00 a.m. – 2:00 p.m.). The tentative dates are Friday, February 12; Wednesday, February 24 and Friday, March 11. (The final schedule may move as the County Manager's Office clarifies the FY17 Budget process. We are working hard to hold these dates. Jim Bartl requested BDC Budget Subcommittee volunteers from the Board. Volunteers include Jonathan Bahr, Travis Haston, John Taylor, Tom Brasse and Michael Stephenson. Wanda Towler volunteered for meetings #1 and #2.

5. BUILDING VALUATION DATA WORK GROUP RECOMMENDATION

Patrick Granson summarized the e-mail sent to BDC Members on January 5th which included the BVD comparison chart. At the request of John Taylor, final comments by the BDC were deferred to February when the BDC will any objections to the change. John Taylor will indicate if ABC has concerns before February 12th. The final product suggest a set of changes to the 2013 ICC Building Valuation Data table that makes sense to participating industry representatives and the Department. Jim Bartl shared that since this is an administrative change, it does not require BOCC action.

6. INDUSTRY MEETING ON TECHNOLOGY DEVELOPMENT PRIORITIES

At the request of the County Manager and the LUESA Director, we assembled a group of users of Code Enforcement's technical systems (POSSE, EPM, etc.) with City/County staff to review the priority of technical system enhancements.

Meetings were held with industry representatives on December 7th and December 17th. The BDC was represented by Melanie Coyne and Michael Stephenson at both meetings, with and Rob Belisle attending the first meeting. BDC members received an email from Jim Bartl on Wednesday, January 13th summarizing industry recommendations (listed below in brief).

- POSSE Winchester completion moved up to priority #1.
- The 2nd priority group (2A, 2B, 2C) relates to holds or system navigation and includes; holds strategy, Single Portal and Pathfinder query tool.
- ESP Hosting/Archival (Avolve project) is the 3rd highest priority.
- The 4th priority group (4A-4, 4A-5, 4B, 4C, 4D) relates to customer notification and includes 5 projects bundled into one concern area.
- Meck-SI, Cisco, meckpermit.com and Q flow stayed in the same order of priority.
- AE related concerns on Appendix B, system entry redundancy & post plan review checklist are the most dependent on other changes going into place 1st, so though important, they prioritize lower.

Wanda Towler made the motion to accept the prioritization noting when the Gartner recommendation is received by the County and the City, this will be brought back to the BDC to compare priority recommendations. Chad Askew seconded the motion. Motion passed unanimously.

7. Quarterly Update of Inspection Realignment Project

David Gieser described to members that Phase 1 launched successfully on 6/29/15. Currently working with the industry on developing templates for project phasing strategies; also developing customer survey tool to integrate in the team's regular work. Triggers for identifying and assigning Mega-Projects have been established in EPM & Posse.

Jeff Griffin, Steve Pearson and Andy Herring discussed the Phase II conversion of N-S teams to residential and other commercial has currently completed; parcels have been identified and staffed. We will monitor workload closely as the realignment begins and make adjustments to parcel assignments and staff needs accordingly. All team members requiring additional training for coverage of multiple trades have been identified and class-work training scheduled to be complete by end of March. Field training is underway on a limited basis to increase after classwork training is complete. The Electrical Supervisor position for Residential team has been filled. We are currently advertising for the Residential Building Supervisor position and should have that filled by March as well. Phase II implementation is on schedule for June 30, 2016.

8. QUARTERLY UPDATE ON GARTNER TF RECOMMENDATIONS

Jim reminded members that the revised Project Tracking Chart to BDC members was distributed last Wednesday indicating 10 of 19 (53%) projects are now complete w/ several more nearing completion.

9. QUARTERLY REPORTS

In December, the BDC requested examples of alternate ways to summarize quarterly reports. The examples shown in the meeting's PowerPoint presentation were reviewed, discussed with little modification. Jeff Vernon presented all quarterly reporting of Code Enforcement as follows:

• Commercial Plan Review Report

Part I: 75% of projects pass on 1st rev'w (up slightly from 72%); 93% passed on 2nd rev'w (up from 87%)

pass rates on 1st review by trade: Bldg-81% (was 82%); Elec - 88% (was 90%); Mech - 89% (was 87%); Plbg - 89% (was 84%)

Part II: most common defects: Bldg: Appendix B, hardware, interior finishes, energy summary, exit related (2), structural design, fire prot.; Elec: services/feeders, general, branch circuits,

grounding/bonding, egress illumination, exit signs, motors; Mech: fresh air req't, duct systems, exhausts system, eqp't location/install, gas piping, fire/smoke dampers. Plbg: sanitary drainage piping, plbg syst inst'l, venting, water distr piping & mat'ls, traps & interceptors.

Part III: use of "approved as noted" (AAN) at 34% all trades on average (last quarter was 36%)
Biggest users; CFD (84%) and MCFM (75%) / Critical path users; Bldg-31% (down from 32%), Elec- 16% (same), Mech-17% (down from 18%), Plbg-21% (down from 24%), Bldg & MP down a bit (1-3%), electrical the same.

- **Code Compliance Report**

- Bldg; rough @ 39.29% (was 37.08%), finish @ 18.93% (was 17.02%)
- Elec; rough @ 22.93% (was 25.16%), finish @ 50.75% (was 50.20%)
- Mech; rough @ 33.4% (was 35.66%), finish @ 50.61% (was 49.47%)
- Plbg; rough @ 30.60% (was 30.27%), finish @ 36.14% (was 37.89%)
- "Top 20" repeating topics; Building at 95%, Electrical at 97%, Mech at 85% and Plbg at 75%

- **Code Compliance Report "not ready" Data Work**

We noted in the October meeting that the Code Compliance Report "not ready" numbers vary significantly from previous quarters and years. This is related to changes made at the request of the AE-GC-Builder Task Force, using common language on selected defect codes among all 4 trades and revising language on others. Specifically, the defect "not ready" code was changed to more accurately describe use of that code. The use of the "not ready" defect code has decreased since all the defect code changes were put in place last fall. In future Code Compliance Quarterly Report we recommend that the review of "not ready numbers and rough/finish splits be dropped instead we focus on summarizing the most common defects in each trade.

- **Consistency Team Report**

- Building: held two sets of meetings this quarter, plus an introductory session with Jeff Vernon on Dec 2.
- Bldg-Residential: addressed a total of 20 questions. Contractor attendance averaged 11 at each meeting.
- Bldg-Commercial: addressed a total of 11 questions. Two design professionals attended the Oct. mtg.
- Electrical: held three consistency meetings. In total, the meetings addressed 71 topics. Contractor attendance averaged 10.
- Mechanical/Fuel Gas: held two consistency meetings (December cancelled due to holiday). In total, the meetings addressed 9 topics. Contractor attendance averaged 4 (Oct-5, Nov-3).
- Plumbing: held two consistency meetings (December cancelled due to holiday). In total, the meetings addressed 7 topics. Contractor attendance averaged 3 (Oct-4, Nov-2).

- **Technical Advisory Board Quarterly Report**

The TAB met on December 16 to discuss the issue of installing water lines above grade outside of the building, with 4 industry members participating in a review of the following consideration. Currently the NC Plumbing Code does not address the installation of water lines outside above grade. Basically, some contractors want to run water lines up to the structure slab and turn up above grade to enter through the wall. Several methods have been attempted with varying levels of insulation. The insulation only slows a pipe from freezing, so the meeting reviewed how to protect the pipe and comply with the code. The TAB and Dept. all agreed that; a) the installation of water lines above grade outside are not allowed by code, and b) if the installation is

unavoidable, then Heat tape and insulation may be used to protect the pipe, with c) the option of having a PE provide a letter on how to protect the pipe to be equal to 40 degrees.

Code Interpretation Quarterly Newsletter

Shannon Clubb discussed the quarterly newsletter, CA Quarterly. The Task Force Final Report calls for an “interpretation specific quarterly newsletter”. At the end of January, we will publish the edition covering changes in October-November-December. This issue will also highlight the upcoming transition to the 2014 N.C. Electrical Code in April, and re-emphasize our new location for customers who participate in trade consistency meetings.

10. Quarterly BDC Bulletin Exercise

Previous bulletin topics:

January, 2014 Role of the BDC 2014 CSS survey distribution HCD team concept CSC design project BDC discussion of BCC 6 year code cycle proposal	April, 2014 CA web search engine available Customer Service Center design project work BDC Select Comm to meet with industry IRT Subcommittee recommendations to add inspector positions.	July, 2014 Customer Service Center project status. Phased Occupancy best practice summary. Select Committee status and follow up Task Force work. Overview of the Department's work.	October, 2014 AE-GC-Builder Task Force startup and progress. MF electrical service revised DOI interpretation. Reminder on paperless review process. AE feedback tool Fy14 results. BDC Select Committee completes assignment
January, 2015 Gartner Report status AE-GC-Builder Task Force recommendations Best Practice summaries HCD Team progress Fy16 budget process completes assignment	April, 2015 New BDC members Customer Service Center development update LUESA office location move Subcommittee continuing work on Task Force recommendations	July, 2015 Mega Multifamily Inspections Team update Code Compliance Task Force completes assignment Code Interpretation Quarterly Newsletter New Director of Inspections. Fy16 budget approval	October 2015 New BDC members HB255 & impact on P&I process Suttle Ave move and opening of customer service center Tracking progress on advancing Gartner/Task Force recommendations Building with our Veterans
January, 2016 Inspection Realignment Reception of CSC/Pics Inspection Quarterly Report Topics – note topic set BOCC Betterment Approval (20 FTEs) and progress on vacancy rate.			

11.DEPARTMENT STATISTICS AND INITIATIVES REPORT

December 2015 Statistics

Permit Revenue

- December permit (only) rev - \$ 1,937,892, compares to November permit (only) rev - \$ 1,744,619
- Note (*); the December 1, 2015 BOCC approval of RFBA's changed expense & revenue picture as follows.
 - The 20 position betterment adds \$1,534,000
 - So new Fy16 permit revenue totals; \$21,904,284 +\$1,534,000 = \$23,438,284
 - With monthly revenue projection of \$1,953,190; so November is \$208.58k below projection
- YTD permit rev = \$12,562,878 is above projection (\$11,719,142) by \$843,736 or 7.2%.

Construction Value of Permits Issued

- Report temporarily suspended.

Permits Issued:

	Nov	Dec	3 Month Trend
Residential	4097	3756	4436/4749/4097/3756
Commercial	1955	2120	2182/2604/1955/2120
Other (Fire/Zone)	289	234	378/396/289/234
Total	6341	6110	6996/7749/6341/6110

- Changes (Nov-Dec); Residential down 8.3%__; commercial up 8.4%__; total down 3.64%__

Inspection Activity: inspections performed

Insp. Req.	Nov	Dec	Insp. Perf.	Nov	Dec	% Change
Bldg.	6308	6547	Bldg.	6266	6502	+3.77%
Elec.	7124	7614	Elec.	6611	7334	+10.9%
Mech.	3895	4103	Mech.	3683	3923	+6.5%
Plbg.	2947	3162	Plbg.	2620	2895	+10.5%
Total	20,274	21,426	Total	19180	20,654	+7.7%

- Changes (Nov-Dec): requests up 5.7%; inspect performed up 7.7% (trades ranging 16-20%)
- Insp performed were 96.4% of insp requested__

Inspection Activity: inspections response time (new IRT report)

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Nov	Dec	Nov	Dec	Nov	Dec	Nov	Dec
Bldg	76.5	77.8	94.8	94.3	99.1	98.4	1.29	1.29

Elec.	52.8	55.1	81.6	86.9	96.3	98.1	1.69	1.6
Mech.	54.3	61.1	83.1	84.4	95.0	95.7	1.82	1.6
Plbg.	59.1	63.1	81.8	83.8	94.7	96.2	1.64	1.56
Total	61.4	64.2	86.0	88.1	96.7	97.4	1.58	1.5

- All trades improved a little; Bldg up 1%+, Elec up 2%+, Plbg up 4% and Mech up 6%+
- Per the BDC Performance Goal agreement (7/20/2010), the goal range is **85-90%**; so while numbers are improved, **the IRT report indicates the Dec. average is currently 20.8% below the goal range.**

Inspection Pass Rates for December, 2015:

OVERALL MONTHLY AV'G @ 77.88% in December, compared to 79.15% in November

Bldg: November – 68.8%
December – 66.97%

Elec: November – 78.77%
December – 76.27%

Mech: November – 84.49%
December – 84.25%

Plbg: November – 90.37%
December – 89.47%

- Building down 2%-, Elec down 1.5%, Plbg down 1%_, Mech about the same.
- Overall average down 1%+ from last month, but still within the 75-80% goal range.

On Schedule and CTAC numbers for December, 2015

CTAC:

- 104 first reviews, compared to 91 in November.
- Projects approval rate (pass/fail) – 55%
- CTAC was 37% of OnSch (*) first review volume; $(104/104+176 = 280) = 37.14\%$
*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

On Schedule:

- May, 14: 223 -1st rev'w projects; on time/early–97.63% all trades, 96% B/E/M/P only
- June, 14: 241 -1st rev'w projects; on time/early–94% all trades, 95% B/E/M/P only
- July, 14: 203 -1st rev'w projects; on time/early–90.4% all trades, 96% B/E/M/P only
- August, 14: 248 -1st rev'w projects; on time/early–85.75% all trades, 96% B/E/M/P only
- September, 14: 189 -1st rev'w projects; on time/early–92% all trades, 94.75% B/E/M/P only
- October, 14: 239 -1st rev'w projects; on time/early–95% all trades, 94% B/E/M/P only
- November, 14: 194 -1st rev'w projects; on time/early–95.6% all trades, 95.25% on B/E/M/P only
- December, 14: 203 -1st rev'w projects; on time/early–95.25% all trades, 94.25% on B/E/M/P only
- January, 15: 185 -1st rev'w projects; on time/early–92.88% all trades, 93.5% on B/E/M/P only
- February, 15: 192 -1st rev'w projects; on time/early–
94.75% all trades, 96.5% on B/E/M/P only
- March, 15: 210 -1st rev'w projects; on time/early–95.1% all trades, 97.5% on B/E/M/P only
- April, 15: 240 -1st rev'w projects; on time/early–91.5% all trades, 96.75% on B/E/M/P only
- May, 15: 238 -1st rev'w projects; on time/early–95% all trades, 94.75% on B/E/M/P only
- June, 15: 251 -1st rev'w projects; on time/early–94.95% all trades, 95.82% on B/E/M/P only

- July, 15: 218 -1st rev'w projects; on time/early–91.1% all trades, 90.75% on B/E/M/P only
- August, 15: 215 -1st rev'w projects; on time/early–91.5% all trades, 93% on B/E/M/P only
- September, 15: 235 -1st rev'w projects; on time/early–87.12% all trades, 92.5% on B/E/M/P only
- October, 15: 229 -1st rev'w projects; on time/early–91.79% all trades, 91.62% on B/E/M/P only
- November, 15: 220 -1st rev'w projects; on time/early–93% all trades, 92% on B/E/M/P only
- December, 15: 224 -1st rev'w projects; on time/early–89.4% all trades, 90.75% on B/E/M/P only

Booking Lead Times

- On Schedule Projects: **for reporting chart posted on line**, on January 4, 2016, showed
 - 1-2 hr projects; at 2 work days booking lead, except bldg-6 work days
 - 3-4 hr projects; at 2-3 work days lead, except bldg-7, CLT Zon'g-9 days
 - 5-8 hr projects; at 2-4 work days lead, except, bldg-7, elec-14, MP-25, CMUD-7, CLT Zon'g -17.
- CTAC plan review turnaround time; BEMP at 6 work days, and all others at 1 day.
- Express Rev'w booking lead time; 4 work days for small projects, 14 work days for large projects

Status Report on Various Department Initiatives

Follow-up from BDC December Meeting

Code Interpretation Search Tool

Jim updated all that in December, some BDC members requested we investigate locating links to NCBC components in the Code Interpretation either on the lead interp discipline page (B-E-M-P), or the lead “Trade Code Interpretations” page. Our current recommendation is to link to current NC codes on the ICC website, [here](#). We will provide this link on each of the trade search pages in the Code Interps Library. We believe this will maximize exposure, as you must go to these search pages to use the library, even if you only plan to browse interpretations.

Manager/CA Comments

- Managers: No manager comments.
- Communications: Shannon Clubb reminded BDC members tour date and time for those that were unable to tour our new building at the ribbon cutting.
- Code Administrators: Gary Mullis shared that Wednesday night he would be presenting to the MECA and available to present to other industry meetings.
- Leadership team; No Leadership Team comments
- Technology: No technology comments

12.ADJOURNMENT

The January 19th meeting of the Building Development Commission adjourned at 5:05 p.m.

The next meeting of the Building Development Commission is scheduled for Tuesday, February 16th 2016.